

## **Operations Recruiter**

### **Asurion - Phoenix, AZ**

Asurion is launching a brand new facility in Phoenix, AZ. Come meet us in person!  
Asurion professional career fair scheduled for the following dates and locations

#### **Leadership and Corporate positions - July 30th**

302 North. First Ave. Phoenix, AZ 85003  
(on the 6th floor)

#### **Technical agents - July 31st**

Hyatt Place Phoenix North  
10838 North 25th Avenue Phoenix, AZ 85029

Asurion is seeking an energetic recruiter who can successfully balance hiring manager satisfaction and the sense of urgency necessary to close niche requisitions in a competitive job market. New product innovation is a top priority for Asurion, and the recruiter will conduct full life cycle recruiting for entry to senior level roles in our sales, marketing, and product business unit. They will maintain an ongoing pipeline of candidates utilizing creative sourcing strategies, networking, and eRecruiting methods while maintaining strong business relationships with the hiring manager and business unit.

#### **Essential Duties and Responsibilities:**

- Conduct full life cycle recruiting including sourcing, screening, interviews, selection, compensation negotiation, references and on-boarding
- Develop creative recruiting sourcing strategies and proactively build a robust pipeline of candidates for critical roles. This will include active and passive candidate sourcing
- Track and report individual recruiting metrics manage requisitions to meet target service level agreements
- Initiate, develop and maintain positive relationships with hiring managers
- Cultivate external relationships through networking and internal relationships with key functional stakeholders
- Participate in and/or lead talent acquisition initiatives including process

#### **Qualifications:**

Bachelor's degree required

Experience conducting full life cycle recruiting with successful track record filling professional level positions in areas such as: marketing, sales, product development, strategy, legal, and finance.

3+ years of full lifecycle, professional-level, corporate recruiting

Executive search firm or agency recruiting experience is a plus

Experience working with applicant tracking systems such as Taleo and PeopleSoft

Excellent teamwork and collaboration skills including strong verbal and written communication and presentation skills

Must be results driven with the proven ability to multi-task in a fast-paced, deadline driven environment

Demonstrated ability to assess business needs and talent markets in developing recruitment strategies, programs and tools in support of business objectives

Basic knowledge of Human Resource policy/procedures and employment laws

Asurion is the global leader in technology protection services. From lost, stolen and damaged wireless handsets to malfunctioning computers, gaming systems and more, Asurion, together with sister-company NEW, provides more than 200 million consumers worldwide with best-in-class service, repair, replacement and delivery. The company also provides products which can protect a consumer's wireless content and software.

**For more information, please visit [www.asurion.com](http://www.asurion.com).**

EOE/M/F/DV